

**DRAFT SEPTEMBER AGENDA****California Environmental Education Interagency Network (CEEIN)**

Date: September 16, 2004  
 Time: 9:30 a.m. to 11:30 a.m.  
 Location: Cal/EPA Building, Room 2540  
 Lead: Joanne Vorhies  
 Note taker: Nicole Fitch  
 Timekeeper: Zori Lozano-Friedrich  
 Facilitator: Zori Lozano-Friedrich  
 Backup Lead: Jamie Cameron-Harley



**BRING YOUR OWN COFFEE**  
**BAGELS WILL BE PROVIDED!**

**AGENDA**

	Item	Lead	Time	Action
1.	<b><u>Check – in and Catch -up</u></b> <ul style="list-style-type: none"> <li>Welcome &amp; Introductions</li> <li>Review Agenda</li> <li>Approve Minutes</li> <li>Update Outstanding Action Items</li> <li>Distribute “What’s New in Your World”</li> </ul>	Joanne & Zori	9:30 – 9:40	Distribute Sign-In Sheet
2.	<b><u>What’s New In Your World</u></b>	All	9:40 – 10:00	
3.	<b><u>Committee Reports &amp; Discussion</u></b> Administration & Organization <ul style="list-style-type: none"> <li>Nothing to Report</li> </ul> Communications & Outreach <ul style="list-style-type: none"> <li>CSTA Sign-Up Sheet</li> <li>Brochure Update</li> </ul> Diversity <ul style="list-style-type: none"> <li>Nothing to Report</li> </ul> Leadership & Legislation <ul style="list-style-type: none"> <li>Nothing to Report (?)</li> </ul> Environmentality <ul style="list-style-type: none"> <li>Committee Definition</li> <li>JCEC Update</li> </ul>	Kay Antunez  Carolyn Tucker    Karen Johnson	10:00 – 10:40	
4.	<b><u>New Business</u></b> <b><u>CDE Update</u></b> AB 1330 EE Compendium SEE Program CREEC Network Website  <b><u>Video: Distance Learning with CA State Parks</u></b>	Bill Andrews     Donna Pozzi	10:40 – 10:55     10:55 – 11:25	
5.	<b><u>Meeting Wrap-Up</u></b> <ul style="list-style-type: none"> <li>Clarify Action Items</li> <li>Pending Items/Parking Lot</li> <li>Develop October Meeting Agenda Jill Buck – Go Green Initiative</li> <li>Evaluate Meeting</li> </ul>	Zori	11:25 – 11:30	

- Start and end meetings on time; stay on track on agenda.
- Listen and treat others' opinions with respect.
- Keep commitments to agreements and assignments (i.e., follow-up, time frames, due dates, etc.).
- Make participation in the meeting your priority; keep cell phones on vibrate and only accept emergency calls (outside the meeting room).
- A quorum of 11 CEEIN Members is needed to hold a meeting.
- For major decisions, if consensus can't be reached, the issue will be put to a vote of the CEEIN members present at the following meeting.
- Make a conscious effort to conduct the meeting in an environmentally friendly manner.